

BEHAVIORAL SCIENTISTS

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CHAPTER 30
LICENSURE OF MARITAL AND FAMILY THERAPISTS
AND MENTAL HEALTH COUNSELORS

645—30.1(147,154D) Definitions.

“*Board*” means the board of behavioral science examiners.

“*Course*” means three graduate semester credit hours.

“*Department*” means the Iowa department of public health.

“*Licensee*” means a person licensed as a marital and family therapist or a mental health counselor.

“*Licensure by interstate endorsement*” means the issuance of an Iowa license to practice mental health counseling or marital and family therapy to an applicant who is currently licensed in another state. Application will be considered on an individual basis for licensure in Iowa, if the applicant meets the qualifications required in Iowa.

645—30.2(147,154D) Examination and licensure procedures.

30.2(1) All applications must be made on the official forms supplied by the Board of Behavioral Science Examiners, Professional Licensure Division, Iowa Department of Public Health, Lucas State Office Building, Des Moines, Iowa 50319-0075.

30.2(2) The completed application form shall be filed with the board of behavioral science examiners with all required supporting documents and fees at least 90 days before the date of the examination. An applicant for a license to practice marital and family therapy or mental health counseling applying prior to July 1, 2000, shall not be required respectively to meet the examination requirement contained in Iowa Code section 154D.2, subsection 1, paragraph “c,” or subsection 2, paragraph “c,” if one of the following is met:

a. The applicant meets the requirements contained in Iowa Code section 154D.2, subsection 1, paragraphs “a” and “b,” or subsection 2, paragraphs “a” and “b,” respectively.

b. The applicant meets the requirements contained in Iowa Code section 154D.2, subsection 1, paragraph “a,” or subsection 2, paragraph “a,” and has 4,000 hours of employment experience in the practice of marital and family therapy or mental health counseling, respectively.

30.2(3) The board may consider applications which do not appear on their face to meet statutory or rule requirements on a case-by-case basis if the requirement may be alternatively satisfied by demonstrated equivalency. The burden shall be on the applicant to document that the applicant’s education and experience are substantially equivalent to the requirements which may be alternatively satisfied.

30.2(4) An individual licensed in another state seeking a license to practice marital and family therapy or mental health counseling in Iowa will be considered on an individual basis under the principle of interstate endorsement.

30.2(5) Applicants who file incomplete applications will not be allowed to take the examination. Incomplete applications that have been on file in the board office for two years shall be considered invalid and shall be destroyed. The application fee is nonrefundable.

30.2(6) The passing score on the written examination shall be the passing point criterion established by the appropriate national testing authority at the time the test was administered.

30.2(7) An oral examination may be administered to an applicant at the board’s discretion.

30.2(8) Transition provisions.

a. An applicant for a license to practice marital and family therapy or mental health counseling, applying prior to July 1, 2000, shall not be required respectively to meet the examination requirement contained in Iowa Code section 154D.2, subsection 1, paragraph “c,” or subsection 2, paragraph “c,” if one of the following is met:

(1) The applicant meets the requirements contained in Iowa Code section 154D.2, subsection 1, paragraphs “a” and “b,” or subsection 2, paragraphs “a” and “b,” respectively.

(2) The applicant meets the requirements contained in Iowa Code section 154D.2, subsection 1, paragraph “a,” or subsection 2, paragraph “a,” and has 4,000 hours of employment experience in the practice of marital and family therapy or mental health counseling, respectively.

b. Penalty fees otherwise incurred pursuant to Iowa Code section 147.10, and continuing education requirements applicable to the period prior to license reinstatement, shall be waived by the board for any previously licensed marital and family therapist or mental health counselor whose license has lapsed prior to July 1, 1998. Applicants with a lapsed license applying for reinstatement shall be required to complete a reinstatement application and pay a renewal fee and reinstatement fee pursuant to Iowa Code section 147.11 and section 147.80, subsections 21 and 22.

30.2(9) All material sent to the board for review must be submitted at least one week before a regularly scheduled meeting. Materials received after this deadline will be reviewed at the next regularly scheduled meeting of the board.

645—30.3(147,154D) Examination and licensure requirements—marital and family therapists.

The applicant must present proof of meeting the following requirements:

30.3(1) Academic requirements.

a. Applicants must present with the application an official transcript proving completion of a 45 semester hour (or 60 quarter hour) master’s degree or a doctoral degree in marital and family therapy from a program accredited by the American Association for Marriage and Family Therapy’s Commission on Accreditation from a college or university accredited by an agency recognized by the United States Department of Education or the Council on Postsecondary Accreditation; or

b. Applicants must present with the application an official transcript proving completion of a 45 semester hour (or 60 quarter hour) master’s degree or a doctoral degree in a mental health, behavioral science, or a counseling-related field from a college or university accredited by an agency recognized by the United States Department of Education or the Council on Postsecondary Accreditation, which is content-equivalent to a graduate degree in marital and family therapy. In order to qualify as a “content-equivalent” degree, a graduate transcript must document:

(1) At least three courses in each of the areas listed below:

1. Theoretical foundations of marital and family therapy systems. Any course which deals primarily in areas such as family life cycle; theories of family development; marriage or the family; sociology of the family; families under stress; the contemporary family; family in a social context; the cross-cultural family; youth/adult/aging and the family; family subsystems; individual, interpersonal relationships (marital, parental, sibling).

2. Assessment and treatment in family and marital therapy. Any course which deals primarily in areas such as family therapy methodology; family assessment; treatment and intervention methods; overview of major clinical theories of marital and family therapy, such as communications, contextual, experiential, object relations, strategic, structural, systemic, transgenerational.

3. Human development. Any course which deals primarily in areas such as human development; personality theory; human sexuality. One course must be psychopathology.

If the applicant has taught a graduate-level course as outlined above at a college or university accredited by an agency recognized by the United States Department of Education or the Council on Professional Accreditation, that course will be credited toward the course requirements.

(2) At least one course in each of these two areas:

1. Ethics and professional studies. Any course which deals primarily in areas such as professional socialization and the role of the professional organization; legal responsibilities and liabilities; independent practice and interprofessional cooperation; ethics; family law.

2. Research. Any course which deals primarily in areas such as research design, methods, statistics; research in marital and family studies and therapy.

If the applicant has taught a graduate-level course as outlined above at a college or university accredited by an agency recognized by the United States Department of Education or the Council on Professional Accreditation, that course will be credited toward the course requirements.

(3) Practicum/internship (at least 300 clock hours) is required for all applicants.

c. An oral examination may be administered to an applicant at the board's discretion.

30.3(2) Clinical experience requirements. The applicant must document a minimum of two years or its equivalent of full-time supervised professional work experience in marital and family therapy following completion of the practicum and all graduate coursework, with exception of the thesis. This experience must include successful completion of at least 200 hours of supervision concurrent with 1,000 hours of marital and family therapy conducted in face-to-face contact with couples and families. Only supervised clinical contact may be credited for this requirement. At least 100 of the 200 hours of supervision must be individual supervision.

a. Supervision of marital and family therapy is expected to have the following characteristics:

(1) It is face-to-face conversation with the supervisor, usually in periods of approximately one hour each.

(2) The learning process is sustained and intense. Appointments are customarily scheduled once a week; three times weekly is ordinarily the maximum and once every other week the minimum. Marital and family therapy supervision is normally completed over a period of two to three years in blocks of at least 20 hours.

(3) It is recommended that the supervision experience include more than one supervisor with diverse family therapy theoretical orientations.

(4) Supervision focuses on the raw data from a supervisee's continuing clinical practice, which is available to the supervisor through a combination of direct observation, cotherapy, written clinical notes, and audio and video recordings.

(5) Supervision is a process clearly distinguishable from personal psychotherapy and is contracted in order to serve professional/vocational goals.

(6) Individual supervision shall be face-to-face with no more than one supervisor to two supervisees.

(7) Group supervision may be done with up to six supervisees and a supervisor.

b. The following activities are not acceptable clinical supervision:

(1) Peer supervision, i.e., supervision by a person of equivalent, but not superior, qualifications, status, and experience.

(2) Supervision by current or former family members, or any other person where the nature of the personal relationship prevents, or makes difficult, the establishment of a professional relationship.

(3) Administrative supervision. For example, clinical practice performed under administrative rather than clinical supervision of an institutional director or executive.

(4) A primarily didactic process wherein techniques or procedures are taught in a group setting, classroom, workshop, or seminar.

(5) Consultation, staff development, or orientation to a field or program, or role-playing of family interrelationships as a substitute for current clinical practice in an appropriate clinical situation.

c. Supervision may be provided by supervisors or supervisors-in-training approved by the American Association for Marriage and Family Therapy Commission on Supervision. Alternate supervisors will be considered by the board. Proposed alternate supervisors must submit an alternate supervision request form and meet standards of supervisory training set by the board. They are evaluated on a case-by-case basis.

d. All supervision beginning on or after January 1, 2003, shall be provided by a person licensed as a marital and family therapist.

30.3(3) An applicant who has obtained American Association for Marriage and Family Therapy clinical membership is considered to have met the education and clinical experience requirements of subrules 30.3(1) and 30.3(2).

30.3(4) Examination requirement.

a. In order to qualify for licensing, the applicant will be required to take the Examination in Marital and Family Therapy. The board will set the passing score.

b. Examination dates will be announced by the board. The schedule for the written examination will establish the time, place, and other pertinent information or instructions. The examination fee is to be paid by check or money order to the Iowa Board of Behavioral Science Examiners.

c. An applicant who fails to appear for the scheduled examination will forfeit the examination fee. The examination fee will not be refunded.

d. Application for any required examination will be denied or deferred if the applicant lacks the required education or practice experience.

e. The board will notify the applicant in writing of examination results.

f. Persons determined by the board not to have performed satisfactorily may apply for reexamination. A separate examination fee shall be paid for each examination.

g. Persons having previously completed the required examination must either:

- (1) Request the testing service to submit the official score report directly to the board; or
- (2) Retake the examination.

Scores meeting or exceeding the board-determined passing score will be accepted as fulfilling the examination requirement.

645—30.4(147,154D) Examination and licensure requirements—mental health counselors. The applicant must present proof of meeting the following requirements:

30.4(1) Academic requirements.

a. Applicants must present with the application an official transcript proving completion of a 45 semester hour (or 60 quarter hour) master's degree or a doctoral degree in counseling with emphasis in mental health counseling from a program accredited by the Council on Accreditation of Counseling and Related Educational Programs from a college or university accredited by an agency recognized by the United States Department of Education or the Council on Postsecondary Accreditation; or

b. Applicants must present with the application an official transcript proving completion of a master's degree or a doctoral degree from a college or university accredited by an agency recognized by the United States Department of Education or the Council on Postsecondary Accreditation which is content-equivalent to a master's degree in counseling with emphasis in mental health counseling. The degree will be considered as "content-equivalent" if it includes 45 semester hours (or 60 quarter hours) and successful completion of graduate-level coursework in each of the following areas:

- (1) Counseling theories;
- (2) Supervised counseling practicum;
- (3) Human growth and development, addressing both normal and abnormal development;
- (4) Social and cultural foundations;
- (5) Prepracticum helping skills;
- (6) Group dynamics, processing and counseling;
- (7) Lifestyle and career development;
- (8) Diagnosis, assessment and treatment procedures;
- (9) Research and evaluation;
- (10) Ethics and professional orientation;
- (11) Supervised counseling internship;
- (12) Psychopathology.

If the applicant has taught a graduate-level course as outlined above at a college or university accredited by an agency recognized by the United States Department of Education or the Council on Professional Accreditation, that course will be credited toward the course requirement.

- c. An oral examination may be administered to an applicant at the board's discretion.

30.4(2) Clinical experience requirements. The applicant must document a minimum of two years or its equivalent of full-time supervised professional work experience in mental health counseling following completion of the practicum and all graduate coursework, with exception of the thesis.

- a. Supervision of mental health counseling is expected to have the following characteristics:

- (1) It is face-to-face conversation with the supervisor usually in periods of approximately one hour each.

- (2) The learning process is sustained and intense. Appointments are customarily scheduled once a week; three times weekly is ordinarily the maximum and once every other week the minimum. Mental health counseling supervision is normally completed over a period of two to three years in blocks of at least 20 hours.

- (3) It is recommended that the supervision experience include more than one supervisor with diverse mental health counseling orientations.

- (4) Supervision focuses on the raw data from a supervisee's continuing clinical practice, which is available to the supervisor through a combination of direct observation, cocounseling, written clinical notes, and audio and video records.

- (5) Supervision is a process clearly distinguishable from personal counseling and is contracted in order to serve professional/vocational goals.

- (6) Individual supervision shall be face-to-face with no more than one supervisor to two supervisees.

- (7) Group supervision may be done with up to six supervisees and a supervisor.

- b. The following activities are not acceptable clinical supervision:

- (1) Peer supervision, i.e., supervision by a person of equivalent, but not superior, qualifications, status, and experience.

- (2) Supervision by current or former family members, or any other person where the nature of the personal relationship prevents, or makes difficult, the establishment of a professional relationship.

- (3) Administration supervision. For example, clinical practice performed under administrative rather than clinical supervision of an institutional director or executive.

- (4) A primarily didactic process wherein techniques or procedures are taught in a group setting, classroom, workshop, or seminar.

- (5) Consultation, staff development, or orientation to a field or program, or role-playing of family interrelationships as a substitute for current clinical practice in an appropriate clinical situation.

c. The applicant must document a minimum of two years or its equivalent of full-time supervised professional work experience in mental health counseling following completion of the practicum and all graduate coursework, with exception of the thesis. This experience must include successful completion of at least 200 hours of supervision concurrent with 1,000 hours of mental health counseling conducted in face-to-face contact with individuals or groups. Only supervised clinical contact may be credited for this requirement. At least 100 of the 200 hours of supervision must be individual supervision.

d. Supervision may be provided by:

(1) A supervisor approved by the National Academy of Certified Clinical Mental Health Counselors.

(2) A person who presents proof satisfactory to the board that, at the time of supervision, the person possessed essentially the same education, experience and training as that necessary to qualify for licensure as a mental health counselor. Those applying for approved supervisory status under this paragraph will be evaluated by the board on a case-by-case basis.

(3) An alternate supervisor to be approved by the board, including mental health professionals licensed pursuant to Iowa Code chapter 147. Proposed alternate supervisors must submit an alternate supervision request form and meet standards of supervisory training set by the board. They are evaluated on a case-by-case basis.

e. All supervision beginning on or after January 1, 2003, shall be provided by a person licensed as a mental health counselor.

30.4(3) An applicant who has achieved Certified Clinical Mental Health Counselor status with the National Academy of Certified Clinical Mental Health Counselors is considered to have met the education and clinical experience requirements of subrules 30.4(1) and 30.4(2).

30.4(4) Examination requirement.

a. In order to qualify for licensing, the applicant will be required to take the National Counselor Examination of the National Board for Certified Counselors, or the Clinical Counselor Examination of the National Academy of Certified Clinical Mental Health Counselors. The board will set the passing score.

b. Examination dates will be announced by the board. The schedule for the written examination will establish the time, place and other pertinent information or instructions. The examination fee is to be paid by check or money order to the Iowa Board of Behavioral Science Examiners.

c. An applicant who fails to appear for the scheduled examination will forfeit the examination fee. The examination fee will not be refunded.

d. Application for any required examination will be denied or deferred if the applicant lacks the required education or practice experience.

e. The board will notify the applicant in writing of examination results.

f. Persons determined by the board not to have performed satisfactorily may apply for reexamination. A separate examination fee shall be paid for each examination.

g. Persons having previously completed the required examination must either:

- (1) Request the testing service to submit the official score report directly to the board; or
- (2) Retake the examination.

Scores meeting or exceeding the board-determined passing score will be accepted as fulfilling the examination requirement.

645—30.5(147,154D) Licensure by interstate endorsement.

30.5(1) An individual licensed to practice marital and family therapy or mental health counseling in another state and who is seeking a license to practice marital and family therapy or mental health counseling in Iowa will be considered on an individual basis under the principle of interstate endorsement. All applicants for marital and family therapy licensure shall meet requirements specified in rule 30.3(147,154D). All applicants for mental health counseling licensure shall meet requirements specified in rule 30.4(147,154D).

30.5(2) Applications for licensure to practice marital and family therapy or mental health counseling in Iowa shall be made to the Board of Behavioral Science Examiners, Professional Licensure Division, Iowa Department of Public Health, Lucas State Office Building, Des Moines, Iowa 50319-0075.

30.5(3) Applicants shall arrange to provide:

a. An official statement from each state board of examiners regarding the status of the applicant's license, including issue date, expiration date and information regarding any pending or prior investigations or disciplinary action. The applicant shall request such statements from all states in which the applicant is currently or formerly licensed.

b. A certified copy of the scores from the appropriate professional examination to be sent to the board. An applicant for a license to practice marital and family therapy or mental health counseling, applying prior to July 1, 2000, shall not be required respectively to meet the examination requirement contained in Iowa Code section 154D.2, subsection 1, paragraph "c," or subsection 2, paragraph "c," if one of the following is met:

(1) The applicant meets the requirements contained in Iowa Code section 154D.2, subsection 1, paragraphs "a" and "b," or subsection 2, paragraphs "a" and "b," respectively.

(2) The applicant meets the requirements contained in Iowa Code section 154D.2, subsection 1, paragraph "a," or subsection 2, paragraph "a," and has 4,000 hours of employment experience in the practice of marital and family therapy or mental health counseling, respectively.

30.5(4) An applicant for licensure as a marital and family therapist under this rule must include with this application a sworn statement that the applicant has satisfied the requirements of rule 30.3(147,154D), along with required supporting documentation such as letters from supervisors, transcripts, and verification of continuing education.

30.5(5) An applicant for licensure as a mental health counselor must include with this application a sworn statement that the applicant has satisfied the requirements of rule 30.4(147,154D), along with required supporting documentation such as letters from supervisors, transcripts, and verification of continuing education.

30.5(6) An applicant shall submit the required fee in the form of a check or money order made payable to the Board of Behavioral Science Examiners. The application fee is nonrefundable.

30.5(7) Based on its review of the application and supporting documents, the board may require an oral examination of any applicant for licensure by endorsement. The applicant must pass the oral examination to the satisfaction of the board.

30.5(8) Applicants not meeting all requirements in this rule are required to meet all the requirements as set out in rules 30.2(147,154D) and 30.3(147,154D) or 30.4(147,154D), including taking or retaking the appropriate examination.

30.5(9) Applicants for a license to practice marital and family therapy or mental health counseling in Iowa will have their names and other identifying information submitted to the Association of Marital and Family Therapy Regulatory Boards for Marital and Family Therapy or the American Association of State Counseling Boards for Mental Health Counseling or both associations to determine disciplinary actions of other state regulatory boards.

30.5(10) Applicants who obtain licensure through interstate endorsement shall obtain 40 hours of continuing education credit for renewal of the license if obtained in the first year of the continuing education biennium and 20 hours if the license is obtained in the second year of the continuing education biennium.

645—30.6(147,154D) License renewal.

30.6(1) The biennial license renewal period shall extend from October 1 of each even-numbered year until September 30 of the next even-numbered year. Beginning October 1, 1998, the continuing education period shall extend from October 1 of each even-numbered year until September 30 of the next even-numbered year.

30.6(2) Licensees who have met continuing education requirements for the biennium and wish to have their licenses renewed shall complete the board-approved renewal form and the board-approved continuing education report and return them to professional licensure, department of public health by September 30 (even year) beginning September 30, 2000.

30.6(3) Late filing. Licensees who fail to submit the application for renewal and complete and appropriately document continuing education hours by September 30 (even year), beginning September 30, 2000, shall be required to pay a late filing fee and may be subject to an audit of their continuing education report.

30.6(4) Licensees who have not fulfilled the requirements for license renewal and who have not placed the license on inactive status by October 31 (even year) for the licensure biennium will have a lapsed license and shall not engage in the practice of marital and family therapy or mental health counseling as a licensed practitioner.

30.6(5) Individuals who were issued their initial license within six months of license renewal will not be required to renew their license until the next renewal two years later. Individuals will be required to report 40 hours of continuing education for their first renewal and every renewal thereafter.

645—30.7(147,154D) Inactive practitioners. A licensee who is not actively engaged in active practice as a licensed practitioner in the state of Iowa residing within or without the state of Iowa may place the license on inactive status and be granted a certificate of exemption upon written application to the board. The application shall contain a statement that the applicant will not engage in the practice of the profession as a licensed practitioner in Iowa without first complying with all provisions governing reinstatement after exemption (rule 30.8(147,154D)). The application for inactive status shall be submitted upon the form provided by the board.

645—30.8(147,154D) License fees. All fees are nonrefundable.

30.8(1) The application fee for a license to practice marital and family therapy issued on the basis of examination or endorsement is \$100. The examination fee is an additional \$160.

30.8(2) The application fee for a license to practice mental health counseling issued on the basis of examination or endorsement is \$100. The examination fee is an additional \$100.

30.8(3) The renewal fee of a license to practice for a biennial period is \$100.

30.8(4) Penalty fee for failure to complete and return the renewal application by September 30 of even-numbered years is \$50.

30.8(5) Penalty fee for failure to complete the required continuing education by September 30 of even-numbered years is \$50. Failure to complete and return the continuing education report form by October 31 of even-numbered years is \$25.

30.8(6) Reinstatement fee following inactive exemption or lapsed license is \$100.

30.8(7) Fee for certified statement that a licensee is licensed in Iowa is \$10.

30.8(8) Fee for failure to report, in writing, change of address after 30 days is \$10.

30.8(9) Fee for failure to report change of name is \$10.

30.8(10) Fee for duplicate license for display is \$10.

30.8(11) Fee for a returned check is \$15.

645—30.9(147,154D) Reinstatement of lapsed license. Rescinded IAB 2/21/01, effective 3/28/01.

645—30.10(147,154D) License fees. Renumbered as 645—30.8(147,154D), IAB 2/21/01.

These rules are intended to implement Iowa Code chapters 147 and 154D.

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